

OFFICE OF THE CHIEF JUSTICE
REPUBLIC OF SOUTH AFRICA

EFFICIENCY ENHANCEMENT COMMITTEE REPORT AND COVID19 UPDATE

GLD Staff Establishment

Section	No of officials	60 and Above	Underlying Conditions	COVID - 19 Social distancing
Judges Secretaries	60	2	4	• Perspex screens procured for offices • Perspex screens procured for offices • Procurement of face shields is underway Perspex screens procured for officials • Face shields and glass top for the counter procured • Face shields procured for all typists • Allocated with Face Masks • Allocated with face Masks and face shields • Allocated with face masks • Allocated with face masks • Allocated with face masks • Allocated face masks and face shield
Stenographers	40	2	4	
Ushers	35	1	11	
Registrars Clerks	50	2	4	
Registrars	17	0	3	
Library Services	12	0	1	
Typing Pool	8	0	0	
HR	2 (Admin officers)	0	0	
Security	7	1	1	
Finance	9	0	0	
Language Services	17	0	2	
Food Services TOTAL	1	0	1	

COVID 19 COURT READINESS

- Screening Protocols: Security Officials perform temperature screening for all members of the public , Judiciary and Court Officials. We have registers to record temperature screening details and results are in place.
- Sanitisation: 20 x 25 litres sanitiser was procured by National Office and have been delivered. Front line and all offices have been allocated sanitisers.
- Fogging: Decontamination spray was used to decontaminate all offices, court rooms, chambers, passage ways, lifts, ablutions, holding cells and parking areas.
- Daily Decontamination: Contracted cleaning services decontaminate benches, glass doors handles, holding Cells, lifts, ablutions, benches in the courts, chambers and offices.
- 1.5m social distancing markings have been placed at the entrance, focal areas in the building and in all court rooms.
- All court officials have been allocated with 2 washable face masks and are constantly reminded to abide by the COVID19 protocols and regulations.
- COVID 19 Signage: Signage is placed in the ablutions , lifts, court building and entrance.
- Regular meetings are held with OHS members

Objectives of the exercise

Reduction of the numbers of SAPS Officials concentrated per office and inmates per cell.			
Adhering to the official ratio of the numbers of SAPS Officials to inmate while avoiding overcrowding officials on one floor.			
Reducing the number of Inmates per court day such that a maximum of 16 inmates per floor, on 3 floors is maintained.			

SAPS Officials & Inmate Cells

- There are 30 SAPS officials

Theses officials share 3 offices that are situated on the 1st Floor

Each office is occupied by 10 Officers daily

To comply with social distancing 3 storerooms have been converted to offices.

In total 5 offices have been made available

Now 4 officials share an office instead of 10.

In total only 16 Officials can be accommodated going forward.

Officials Operating within the JHB OCJ Building

HOLDING CELLS	NUMBER OF CELLS	OCCUPIED BY
Ground Floor	4	SAPS
1st Floor	4	SAPS
3rd Floor	4	CORRECTIONAL
5th Floor	4	SAPS
TOTAL CELLS OCCUPIED BY SAPS	12	

PRE & POST - COVID - 19
Capacity of Cells per floor

Floor within GLD Building	System currently being applied Pre-Covid 19	Level of Capacity	Recommended number of inmates per holding cell to comply with social distancing
Ground Floor	Ratio 1:10	60% over capacitated	4 inmates per cell x 4 cells
1st floor	Ratio 1:10	60% over capacitated	4 inmates per cell x 4 cells
3RD Floor	Correctional services	Correctional services	Correctional services
5th Floor	Ratio 1:10	60% over capacitated	4 inmates per cell x 4 cells
TOTAL			**12 cells 48 inmates**

FACILITIES SERVICES CURRENT STATUS

Facilities Management Budget Allocation:

- **PAINTING**: Due to unavailability of budget only the foyer was painted. 1st floor will be painted in the 2020/2021 budget allocation.
- **CARPENTRY:** Focus will be fixing some of the broken doors in the court rooms. Quotations were requested from suppliers and 15 broken doors will be fixed.
- **PLUMBING:** Budget was allocated to fix ablutions of the ground floor. The court is experiencing vandalism by members of the public especially on ablutions. Now that courts are virtual vandalism is much better.

  Facilities function is a retained service. DOJ has a responsibility to provide facilities and infrastructure services to the OCJ and Courts. DOJ financed DPW to provide emergency repairs and maintenance on physical and mechanical infrastructure as part of the service contracts.
- A request to procure mobile ramps for court rooms was submitted to DPW/DOJ, we are waiting approval.

AIR-CONDITIONING IN THE COURT ROOMS

- Faulty air-conditioners in the 2nd, 8th and 9th floors were reported to DPW; The technicians managed to fix the 2nd and 9th floor air-conditioners.
- 8th floor's compressor burnt and DPW is awaiting delivery of the new compressor to be installed.

NETWORK CONNECTIVITY

- Outlook has been restored, but there is an intermittent connection when connecting over Wi-Fi or 3G. It only works perfect when one is in the office and connected with the LAN cable.

- CaseLines is working fine because it is a web application and relies of internet availability only. If there is no internet there will be no connectivity on CaseLines. Two dedicated court and (2) officials are allocated to assist unrepresented on a daily basis.

PROGRESS MADE ON OUTSTANDING REPAIRS OF THE LIFTS

- 3 Public lifts are working; parts have been ordered to repair the 4th lift.
- 3 Judges lifts are working and parts have been ordered to repair the 4th lift.
- Goods Lift and Prisoners lift are both working.
- The generator is working, 4 000l of diesel was ordered to assist during load shedding.

RESOLUTIONS UNDERTAKEN BY THE DOJ&CD AND DPW TO ASSIST THE COURT WITH REGARDS TO PRISONERS ESCAPES

- Installation of chains in all access doors in the cells - Completed
- Modify burglar proofing to be installed at doors to allow for food access without opening the doors to minimise the risk of prisoners escaping – Completed
- Allocation of budget for minor refurbishment at the police cells- Completed
- Installation of 2 biometric doors leading to the courtrooms – completed.

STAY SAFE AND ALWAYS OBSERVE

LOCKDOWN REGULATIONS

Court Manager : Z Sondlo